

**WSDOT/ACEC-WA
Project Delivery Team
September 9, 2005**

Action Items

- *Jon Bauer will provide an article that will go into the ACEC IMPACT newsletter and include link information. This will also contain a contact name and number for consultants to use.*

Jon will try to provide a draft to this group by October 3, for review at the October meeting.

- *Delay the co-location recommendation until the October meeting. Have representation from the I-405 Office. Mary Holland and John Villager will talk to people who may be willing to represent the I-405 Project Office. Karl Winterstein will contact Doyle Dilley.*
- *Rick Smith will get together with Don Nelson and Mike Rice before the October meeting to discuss how to supplement workforce in different areas (mainly the smaller regions).*
- *Ken will send Change Recommendation #6 out to the stakeholders for statewide review. Ken may also add this to the PDE Conference Call agenda.*
- *Ken Smith will take the Agreements recommendation to Don Nelson for signature and it will then be passed to Tom Swafford.*
- *Andrea Billingsley will send the link to the QA/QC Plan Activity Guide. The team is to review the QA/QC Plan Activity Guide.*
 - *Identify the Problems:*
 - *Expectations*
 - *Input*
 - *Output*
- *After you review the Project Delivery Legal Requirements document that was sent out, please forward your questions to Rick Smith. Look at areas that have caused frustration.*